



Position Descriptions

for

2016

Yosemite Leadership Program Summer Internship

National Park Service: Business & Revenue Management/Concessions Management

Purpose: This internship seeks to provide a student with practical business skills necessary for an entry level position with a governmental or private organization. The intern will be responsible for three main tasks over the summer of 2016 - records management for concessions oversight, concessions evaluation assistance, and financial analysis.

Description of Duties: The intern will organize files based upon the National Park Service records management policy and monitor submission of various reports and deliverables from the concessioner. The intern will also travel throughout the park to assist concessions management staff in conducting evaluations of concessioner performance. The intern will also conduct an analysis of concessioner financial information including trend analysis of revenue, creating a profit and loss statement, analyzing direct expenses, and looking at statistics influencing profitability of the concessioner. Daily contacts are made with employees at all levels, management of the park concession operations, representatives from other park divisions and park management for the purposes of information exchange, project development and implementation, and project or program coordination. Other duties may be assigned as necessary, and as the intern expresses interest. The intern must be willing to sign a confidentiality agreement.

Qualifications:

- Computer skills including the use of Microsoft Word, Excel and PowerPoint
- Attention to detail
- Interpersonal skills and professional conduct
- Some knowledge of Generally Accepted Accounting Principles (GAAP) including standard profit and loss statement analysis.
- Being able to work in an office setting with prolonged periods of sitting as well as an outdoor environment that may involve occasional exposure to harsh or severe environmental conditions in and around the park.
- Initiative is expected in developing processes and solutions to complete assigned work.

National Park Service: Centennial Events and Stewardship Projects Intern

Purpose:

This year marks the 100th Anniversary of the National Park Service. During the summer of 2016 several large scale events and stewardship projects will provide an intern with the exciting opportunity to be a part of some of the most important events and projects to be held in Yosemite National Park. The intern will be based in the Education Office and work with several divisions as well as park partners within Yosemite to help plan, implement and complete key events and projects within the park. This position will require being a positive and proactive member of a team with a willingness to work in a dynamic and ever changing environment, while being professional and goal oriented.

Description of Duties:

The intern will serve in a supporting role for a variety of functions. The internship will be partly self-guided depending on the interests of the participant. The two main rolls of the intern will be 1) assisting with coordination of youth and park wide commemorative celebrations, and 2) assisting with new and on-going stewardship projects across the park.

Qualifications:

Interest in special events, event coordination, public communications, park-wide systems and operations, and stewardship. Professional, positive attitude, excited to learn and be an important part of a dynamic team. Ability to work well within a team environment: sense of humor, flexibility and collaboration a must. Ability to work independently and take the initiative to move a project forward as needed. Excellent verbal and written communication skills. Attention to detail and ability to prioritize tasks. Basic computer literacy in Microsoft Word and Excel, Email, Google Documents. Students with knowledge and experience using social media platforms and/or making short videos are highly encouraged to apply.

National Park Service: Education

Purpose:

Education interns have the remarkable opportunity to explore, learn, develop and hone professional skills in the field of environmental education. Working along-side experienced Education Rangers; interns will be guided through the process of researching, developing and delivering environmental education programs for visiting school groups and youth programs, within Yosemite National Park.

Description of Duties:

Interns will have the opportunity to explore a variety of subject matters including, but not limited to, climate change, geology, wildlife, wilderness, watershed science, bears and much more. Interns will have the opportunity to gain experience working in a variety of settings within Yosemite National Park as well as with a diverse audience of students. Presenting information for groups of visiting students will be required and interns will be mentored in this skill prior to delivery of any program. At the completion of the internship, the student should have a comprehensive understanding of environmental education techniques and standards, as well as relevant professional experience. This is an excellent internship for students interested in a career in education, interpretation, writing, or other similar field.

Qualifications:

- Strong communication skills required – both public speaking and informal interpersonal communication.
- Interest in learning how to research background information on a particular topic via literary resources and field observations while being provided guidance in designing their own education program.
- Interest in interpretation, education, and park preservation through the inspiration of others.
- Ability to work well both independently and within a team;
- Basic computer literacy e.g.: Microsoft Word and Powerpoint.
- Experience working with culturally and economically diverse people.
- Bi-lingual skills desired.
- Foreign language skills and WFR certification are a plus, but not required.
- Experience with creating short videos and video editing are a plus, but not required.

National Park Service: Fire and Aviation Management

Purpose: An intern working within the branch of Fire and Aviation Management will be exposed to many of the duties of both wildland fire managers and fire engine and crew modules. Yosemite's diverse fire program embraces many disciplines including wildland fire suppression, management of natural (lightning caused) fires, prescribed burning, hazardous vegetation removal, fire science and ecology, structural fire, aviation, and fire prevention. The intern will interact with captains and managers within these disciplines and gain exposure to wildland fire operations. The intern may also have the opportunity attend Basic Wildland Firefighter Training to become qualified as a federal wildland firefighter.

Description of Duties:

The intern will be based in the Wawona fire management office however work locations include fire stations in Wawona, Yosemite Valley, El Portal and Hodgdon.

50% of the duties are to collect, weigh, calculate and distribute live and dead vegetation moisture content from samples taken throughout the park's front country. The intern will also track remote automated weather station (RAWS) weather data and conduct station maintenance on the park's five RAWS stations. This data informs fire personnel of potential fire activity and is used to track seasonal dryness and potential fire severity. This information is critical to make informed operational and management decisions; and in determining appropriate strategic and tactical decisions.

50% of the duties will be to participate on Yosemite's fuels crew and fire engine modules. The intern will develop a working knowledge of fire suppression and fuels management techniques, practices and terminology. Duties may include fireline construction, use of pumps and engines, hoselays using appropriate nozzles, working in and around helicopters, and learning safety rules and basic fire behavior. The intern will chop brush, fell small trees, and move dirt to construct fireline using various hand tools such as axes, shovels, Pulaskis, McLeods and may use power tools including chainsaws and portable pumps to control spreading of wildland fire and/or to prepare control lines prior to burning. Intern will conduct hazard fuel reduction projects to protect communities and cultural and natural values at risk from potential catastrophic wildfire. Intern may assist Fire Marshall with residential or facility fire inspections. The intern will participate in fire and safety training in the techniques, practices, and methods of fire suppression and management and in the safe, efficient operation and use of tools, equipment and vehicles used in fireline activities. The intern participates in safety sessions and fire critiques. Ensures own and others' welfare and safety in all aspects of the assignments.

Qualifications:

- Ability to conduct physical labor and camp outdoors under arduous conditions
- Ability to effectively communicate verbally and in writing
- Perform as a member of the Fire and Aviation Management Team
- Candidate should be open minded with a positive attitude and willingness to learn

National Park Service: Indian Cultural Demonstrator

Purpose:

The intern will perform duties to demonstrate the lifestyle of the Yosemite Indian people during the 1870-90 era within the Division of Interpretation and Education of Yosemite National Park. The purpose of contacts is to impart knowledge, understanding and respect of Indian traditional beliefs and lifestyles both past and present. This applies not only to park visitors but also other employees of the National Park Service in achieving an overall team effort in developing interpretive presentations.

Description of Duties:

The intern will demonstrate historically accurate and gender appropriate duties. A female intern will learn and present various stages of acorn production, sewing of aprons and garments typical of the time period demonstrated; cooking; crafting soap root brushes; basket production using techniques of the local area, coiling and twining; making of cordage and other various uses of native cultural materials. The male intern will learn and present the production of projectile points, foreshafted arrows, sinew-backed and non-sinew backed bows; manufacture of traps; feather work such as top knots; making of cordage for snares and nets etc.; production of other obsidian tools; quivers of animals skins and other various native cultural materials. As a demonstrator they will develop and present interpretive demonstrations, lectures, structured talks, impromptu talks, guide tours and other presentations about the Indian Cultural resources of the park to a variety of individuals and groups, using teaching methods and devices geared to the characteristics and interests of the audiences. The intern will wear time era appropriate clothing of local native people during demonstrations in the Indian Cultural Village and the Indian Cultural Museum (ICM), provide detailed information to visitors on the history of local Indian People from the pre-contact times to present day; involves visitors in various activities such as acorn preparation, game playing, cordage making, etc., provides demonstrations on non-gender specific life skills, and provides documentation of programs and program statistics.

Required Skills:

- Basic knowledge of history and local native people, of archaeological work done in the park and its implications, and of a traditional socio-political religious organization of local native people.
- A good knowledge of traditional life arts of local native people.
- Demonstrated skill in traditional techniques of food preparation, tool manufacturing, and native materials collection. Skills must be demonstrable without instruction.
- Communication skills in meeting and dealing with a wide variety of people in an effective and tactful manner and in speaking before sizable and variable audiences.
- Must be in good physical condition to gather and prepare materials.
- Must be able to sit for extended periods in the Indian Cultural Museum
- Be able to perform both in and out of doors and is subject to weather and lighting variance

National Park Service: Interpretation

Purpose:

Field interpreters connect people to parks. They play a key role in ensuring that visitors have a meaningful, satisfying and safe park experience. These individuals help visitors decide how to spend their time in the park, and inform visitors about the wonders that await their discovery. Field interpreters are specially trained to engage the public so that each park visitor may find personal connections with the meanings and values found in the places and stories of that park. They help visitors explore the many dimensions of parks by introducing them to a variety of perspectives. By providing the opportunity for visitors to care about the places they visit, field interpreters promote stewardship and the opportunity for visitors to care for park resources. Through their interpretative and education programs, field interpreters encourage the development of a personal stewardship ethic, broadening public support for preserving and protecting park resources, so that they may be enjoyed by present and future generations.

Description of Duties:

Qualifications: Skills in communication a must – both public speaking and informal interpersonal communication. Desire to work with the visiting public and provide quality customer service. Interest in interpretation, education, and park preservation through the inspiration of others. Ability to work well within a team; flexibility and collaboration a must! Desire to work both outdoors and indoors. Basic computer literacy. Experience working with culturally and economically diverse people. Bi-lingual skills are a plus. Interns will develop and present a walk and/or talk in a park location such as the Wawona Campground or Yosemite Valley. The guided program (60 – 90 minutes) offered by the intern may be a junior ranger program or general visitor program. The topic may be about history, culture, or nature. These programs are researched and developed by the intern and generally reflect the interests of the intern. A major goal for interpreters providing these programs is to connect the visitor to the resource and create a sense of stewardship among these visitors. Interns will also provide informal interpretation and information/orientation to culturally diverse visitors encountered during visitor center desk and trail/public area roving duties. The job also involves orienting visitors to Yosemite National Park (and surrounding areas) and answering frequently asked questions. Interns will be expected to share up-to-date information on park features, facilities, and services to park visitors during informational contacts. Duties may vary slightly based on location.

Qualifications:

Skills in communication a must – both public speaking and informal interpersonal communication. Desire to work with the visiting public and provide quality customer service. Interest in interpretation, education, and park preservation through the inspiration of others. Ability to work well within a team; flexibility and collaboration a must! Desire to work both outdoors and indoors. Basic computer literacy. Experience working with culturally and economically diverse people. Bi-lingual skills are a plus.

National Park Service: Lead for Youth Program

Purpose:

Yosemite National Park features an exciting and diverse array of education and youth programming designed to engage participants of various ages and backgrounds, while providing relevant and empowering connections to public lands, stewardship and youth development opportunities.

This internship position is specifically designed to provide a returning **Youth in Yosemite** program participant the opportunity to build on their previous program experience, sharing their knowledge and skill development with other youth. This lead will hone existing leadership and mentoring skills. Additionally, the lead will continue professional skills development and taking on increased responsibility which will support the completion of a professional applied project—a product that can be utilized in a professional portfolio for years to come.

Description of Duties:

This internship position will be responsible for proactive and positive mentorship of other youth program participants, with a focus on modeling safety, a positive attitude, diligent work ethic, excellent customer/visitor service, follow through and teamwork. This position will work directly with the Director of Education and other lead positions to assist with various program logistics for multiple youth programs and partners. This position will assist other Yosemite Leadership Program Summer interns with Environmental Leadership class assignments, job preparedness, coaching, and project completion. The Youth Lead is a critically important role requiring a self-motivated, responsible individual with a strong desire to grow professionally in leadership and mentoring abilities.

Qualifications:

Required Skills

- Ability to serve as a positive and proactive role model to other youth
- Willingness to further develop leadership and mentoring skills
- Computer proficiency including use of email, shared folders, drop boxes, MS Word, Excel, PowerPoint
- Proficiency with one or more: video editing, creating podcasts, blogging, website design or maintenance, social media platforms and uses
- Willingness to work indoors in a professional office setting and participate in outdoor work experiences and field programs.
- Willingness to travel throughout the park or to local communities as a representative of the program.

Desired Skills

- Strong leadership skills, demonstrated experience as a positive role model
- Excellent references reflecting diligent work ethic and teamwork
- Successful academic progress in educational endeavors
- Knowledge and experience with video software, social media platforms, or document design
- Ability to be forward-thinking and anticipate program or participant needs, while seeking solutions

National Park Management: Superintendent's Office

Purpose:

This internship position provides the participant with an exciting opportunity to see how a national park is managed, learning first-hand about park management plans, partnerships, operations, outreach initiatives, safety requirements and the forethought that goes into managing critically important cultural and natural resources. This internship provides experience creating outreach materials, drafting strategic communications and messaging, monitoring the effectiveness of park communications, and providing support for events and meetings. The intern will also gain administrative skills by assisting with data entry, file maintenance, and reporting. This is an excellent opportunity for students interested in business, recreation or land management, policy or a public lands management career.

Description of Duties:

The intern will act as support for the superintendent's office, which includes public outreach, public affairs, safety, lands, and partnerships. The selectee will monitor and process news clippings, update fact sheets, assemble press kits, and coordinate and participate in press visits. Other projects will involve the international affairs program and the park mentoring program. The intern will also assist in documenting public involvement and processes, through still photos and/or video. Other duties include supporting and setting up for special park events, open houses, and public meetings.

Qualifications:

- Interest in business, recreation management or land use planning.
- Professional, positive attitude, excited to learn and be an important part of a dynamic team.
- Ability to work well within a team environment: sense of humor, flexibility and collaboration a must.
- Ability to work independently and take on a leadership role as needed.
- Desire to work both outdoors and indoors.
- Excellent verbal and written communication skills.
- Basic computer literacy, Word, Excel, Experience with database operations or Photoshop, video program editing a plus.
- Experience working with culturally and economically diverse people.
- Bi-lingual skills are a plus.

National Park Service: Vegetation and Ecological Restoration, Volunteer Program

Purpose:

This position works within the division of Resources Management and Science (RMS) in the branch of Vegetation and Ecological Restoration (VER). The intern will work on a variety of vegetation management and ecological restoration related activities that help restore and maintain the ecological integrity of Yosemite for present and future generations. Possible projects that he/she will contribute to include: invasive plant removal and monitoring, data collection and monitoring for the Black Oak Project, phenology monitoring for the National Phenology Network, assistant leader of volunteer groups, and restoration activities.

Description of duties:

The intern's ecological restoration activities may include a range of tasks from monitoring a plant's lifecycles to hiking through meadows to remove and map invasive plants. Some work may occur in the wilderness and require overnight travel, backpacking, and weekend work. The Intern will assist in the survey and documentation (using GPS) for non-native plants to check the spread and to focus removal efforts. Removal typically involves non-chemical (hand clippers, loppers, bow saws, handsaws, shovels, weed wrenches, hand pulling) means to remove exotic (non-native) plant infestations or other unwanted vegetation (i.e. conifers in meadows). Although not personally handling herbicides, interns may assist RMS staff or Trained Crew Leader when herbicides are used in the work area. Methods often utilized for ecological restoration projects include de-compacting soil with shovels, collecting and spreading mulch, collecting and spreading seeds, planting, watering and/or fencing. Finally, the selected individual may assist in entering volunteer data in MS Excel or Access.

Job skills learned include: identifying native and non-native plants in Yosemite's front-country vegetation communities; utilizing a GPS unit in the field, data management with both MS Excel and MS Access; and people management skills.

Qualifications:

Skills required:

- Interest in managing and restoring Yosemite's vegetation communities and is excited to engage with Yosemite's diverse volunteers.
- Must be able to work safely and efficiently both independently and as a part of a team.
- Must be willing to hike up to 10 miles carrying a pack to get to backcountry worksites.
- Both office work and field work are required.
- Must accept the challenge of monotonous work and be able to engage others in it as well.
- Must be responsible for maintaining our shared volunteer tool cache, and must be a responsible and safe driver.

Desired Skills:

- People Management Skills, Knowledge of or ability to utilize a GPS unit in the field, Knowledge of data management with both MS Excel and MS Access.

National Park Service: Visitor and Resource Protection: Wilderness

Purpose:

As a Wilderness Ranger working in both the front and backcountry the intern will encounter a wide variety of situations requiring the individual to use personal best judgment, problem solve and work as a team both in the field and in the Wilderness Center. From this array of encounters the intern will develop customer service and communication skills, learn visitor and resource management tools, Wilderness skills and values, and develop a deeper understanding of themselves. Past employees have remarked on how much more confident they feel and that they have more faith in their skills to handle dynamic situations.

Description of Duties:

This position is based in one of the four wilderness centers in Yosemite National Park. The position is split out to be about 40% in the field and 60% in the wilderness center. In the Wilderness Centers, the intern position will advise backcountry users on trails and trail conditions, answer general park information questions, issue permits, clean and inventory bear canisters, work on special projects, and assist with sales. Wilderness patrols include hiking trails; contacting visitors to provide information about bear defense tactics and regulations, rehabilitating campsites, responding to emergencies, working with restoration crews, inventorying wilderness and trail conditions and answering visitor questions. Wilderness patrols are one to three days in length and typically the intern will be teamed up with another ranger. The wilderness intern will need to have and maintain a high degree of physical fitness. On patrol hikes the individual may encounter a variety of conditions and weather. Conversely, when working at the wilderness center the selected candidate will be inside most of the day.

Qualifications:

Required:

- Good customer service skills
- Ability to work outdoors in varying weather
- Familiarity with PC based computers

Strongly Recommended:

- First Aid and CPR certifications

Training Provided:

- CPR and First Aid (depending on availability at the Park)
- Wilderness and Leave No Trace travel skills
- Wilderness ethics, history and regulations
- Wilderness travel skills, radio use, bear awareness and hazing
- Park Orientation and specific job duties

National Park Non-Profit Partner: Yosemite Conservancy

Purpose:

Yosemite Conservancy is offering a unique internship opportunity for a creative individual, to live in, learn about, and share the wonders of Yosemite National Park with visitors through hands on art workshops. This unique internship explores art and the creation of art as a valuable way to engage children and youth in interpretive education programs. You will work under the guidance of the Art Center Coordinator.

The intern will be integrally involved in this season's Yosemite Art Center program schedule. Since the beginning of Yosemite National Park, art has played a vital role in public awareness of and involvement in environmental preservation. The National Park system, and Yosemite in specific, has inspired generations of artists. Through their art, they speak with a dynamic and persuasive voice for the appreciation and preservation of this national resource. This summer internship will primarily participate in the interpretive work of the Yosemite Art Center offering a schedule of art experiences for children and youth. They will familiarize themselves with Yosemite Valley and the range of interpretive information offered to park visitors. The intern will work with the coordinator of the Art Center to develop and present children's and youth programs using art as a tool to explore the natural beauty of Yosemite Valley, its flora and fauna. The intern will also explore the range of programming offered by the Conservancy and will at all times serve as a representative of Yosemite Conservancy serving as an advocate for Yosemite Conservancy's message and programs in Yosemite National Park.

Description of Duties:

The duties will vary in respect to the program needs of the Art Center but will include time participating in and learning about art programming, developing skills in both art and program presentation as well as the opportunity to put these skills into practice

This internship will include time spent outdoors, working with an ever changing diverse group of visitors. The intern will take responsibility for a program of art classes geared toward ages 6-14 and working with the Art Center Coordinator on tasks related to the daily functioning of the Art Center. In addition, the intern will join guided naturalist walks, volunteer sessions and other activities as assigned to explore various aspects of Yosemite Programming to document with photography and video for the Communications Department.

Qualifications:

- Good physical condition
- Interest in art design, especially multimedia/photography.
- Interacting with park visitors with patience, kindness, and courtesy at all times
- Learning about the vastness and beauty of Yosemite as much as is possible in a summer